

Safety and Health Practices in the Private Education Services: 2008

(Seventh of a series on Industrial Relations Practices)

The Bureau of Labor and Employment Statistics (BLES) in coordination with the DOLE Regional Offices conducted the 2007/2008 BLES Integrated Survey (BITS) covering 6,460 non-agricultural sample establishments employing 20 or more workers nationwide. The main objective of the survey is to generate integrated data sets on employment of specific groups of workers, occupational shortages and surpluses, safety and health practices, occupational injuries and diseases and labor cost of employees.

This issue presents the survey highlights of the safety and health practices adopted and implemented by establishments in private education services as of June 30, 2008. It provides information on the safety and health of persons/teachers at work, as well as on the protection of other individuals/students against risk to their safety and health in connection with or as affected by activities of persons at work.

OVERVIEW

Among the major industries in the services sector, private education is considered as one of the leading proponents of safety and health practices.

Under the law, private educational institutions/establishments have to comply with the mandatory rules and standards set for safety and health to eliminate or reduce safety and health hazards in their campuses. The implementation of these standards in the private education services can be in the form of required facilities; programs/services for the benefit of teachers/workers; preventive and control measures on safety and health; related trainings and seminars; and maintenance of related records on safety and health of teachers/workers.

SURVEY HIGHLIGHTS

The following are some of the safety and health practices in private educational institutions:

... as to available facilities provided

Almost all of the 2,624 establishments engaged in private education services had the following available facilities: clean and hygienic comfort rooms, and separate toilets for men and women (98.4% each); adequate aisles/passageways (97.0%); water tank and functioning fire extinguishers within reach (96.5%); adequate supply of safe drinking water (96.2%); adequate lighting (in work areas, aisles and passageways) including emergency lights and well-maintained office building (95.7% each).

Other facilities provided include proper ventilation in work areas (95.6%); clean canteen for employees (94.0%); adequate space that allow sufficient freedom of movement to perform duties (93.8%); medical/dental clinic or treatment room (90.7%); and sports/recreational facilities (90.1%).
(Table 1)

There were several reasons cited by private educational establishments for the non-provision of some facilities. More than

half (58.0%) believed that the safety and health facilities were "not needed" or "not necessary". Others mentioned that these facilities were "too costly" (23.5%); "not required by law" (14.7%) or they have "very few workers" (10.5%). Less than 10.0% claimed that some of the facilities were "not applicable or suitable" (5.8%) in their establishments and has "no available space" (3.0%) for such facilities.

... as to occupational safety and health programs/services implemented

Majority of private educational institutions provided first-aid kits (96.8%) and conducted regular inspection and maintenance of equipment (80.0%). Seven out of every 10 of them implemented programs on emergency response preparedness (74.7%) and accident prevention (73.4%); conducted regular monitoring of hazards such as fumes, dust, noise level and heat in work areas (72.4%); and had free health and/or accident insurance (70.7%).

Only 3 out of every 10 establishments had family planning programs (29.2%), while a smaller proportion implemented random drug testing (25.8%) and HIV/AIDS policy/program (22.5%). (*Table 2*)

... as to preventive and control measures on safety and health implemented

Nine out of every 10 establishments in the private education services provided portable built-in fire extinguishers (91.7%) and conducted regular maintenance of mechanical and electrical facilities (88.3%). Similarly, large proportion of establishments conducted emergency drills (84.5%), and put up proper safety signages (81.6%) in the establishment.

Other preventive control measures implemented include emergency evacuation plan (79.9%); proper storage and labeling for chemicals, pesticides and other hazardous materials (74.8%); hiring of appropriate number of trained health and safety officers (74.0%); conduct of

instruction/training on health and safety (72.8%); and adoption of security measures to reduce violence in the vicinity of the campus (72.4%). (*Table 3*)

... as to occupational safety and health trainings seminars provided

Around four-fifths of the establishments provided safety drills (83.3%) and first aid trainings/seminars (82.4%) to their employees. Other OSH trainings/seminars conducted by more than half of the establishments included the following: safeguarding the environment (71.1%); prohibited drugs (66.7%); general safety and health provisions (62.2%); good housekeeping (62.0%); and safety management (61.1%).

On the other hand, only 3 out of every 10 establishments provided seminars/trainings on family planning and reproductive health (30.4%); principles of ergonomics (27.7%); and prescribed Basic Occupational Safety and Health (BOSH) to their employees (27.5%). (*Table 4*)

Meanwhile, more than half of establishments engaged in private education services sought the assistance of the NGOs/Universities/Academic institutions (52.1%) in the conduct of occupational safety and health trainings/seminars to their employees. Others tapped the services of the DOLE Regional Offices (26.2%); Human Resource Managers (15.0%); Occupational Safety and Health Center (OSHC) (14.3%); Employers associations (13.9%) and various DOLE Accredited Safety Training and Consultancy Organizations (12.9%).

NGOs/Universities/Academic institutions	52.1%
DOLE Regional Offices	26.2%
Human Resource Managers	15.0%
Occupational Safety and Health Center	14.3%
Employers associations	13.9%
DOLE Accredited Safety Training and Consultancy organizations	12.9%

... as to person responsible in the overall implementation/ monitoring of safety and health practices

Five (5) out of every 10 establishments had their safety and health practices monitored and implemented by the Managing Proprietors/Owners (52.0%) and Health Professionals (48.6%). Other persons identified as the overall implementers of safety and health practices were as follows:

Human Resource Manager	28.9%
General Manager	23.6%
Health and Safety Committee/Officer	19.2%
Health Associate Professionals	8.7%
Production/Operations Manager	8.3%
Pollution Control Officer	1.9%
Labor Management Committee	1.8%
Industrial Relations Manager	1.5%
Industrial Hygienist	0.9%

... as to the health personnel in the establishments

Majority of the establishments in private education services had in-house registered nurses (67.8%) and physicians (60.9%) to administer medical services at the workplace. Around 3 out of every 5 establishments had dentists (57.2%) to provide the dental services, while nearly half relied on the services of the nearest medical clinic/hospital (46.3%). Only a few had trained first-aiders (34.8%) in their establishments.

Registered Nurse	67.8%
Physician	60.9%
Dentist	57.2%
Nearest Clinic/Hospital	46.3%
Trained First-Aider	34.8%

... as to occupational safety and health records maintained

Almost half of the establishments in the private education services kept records of Annual Medical Report of their employees (42.9%). Others got records of Employees Work Accident Illness Report (37.9%); Annual Work Accident/Illness Exposure Data (12.9%); and Minutes of

Meeting of Health and Safety Committee (12.5%).

Annual Medical Report	42.9%
Employees Work Accident Illness Report	37.9%
Annual Work Accident Illness Exposure Data	12.9%
Minutes of Meeting of Health and Safety Committee	12.5%

... as to communication method used

More than three-fourths (77.6%) of the establishments in the private education services made use of the general assemblies/meetings to effectively communicate safety and health practices to employees. Other establishments conducted drills (52.9%); put up posters in conspicuous places (39.5%); thru newsletter/staff bulletin (32.2%); and conducted daily "walk through" the establishment by senior management officials (20.7%).

General Assemblies/Meetings	77.6%
Conduct of drills	52.9%
Posters in conspicuous places	39.5%
Newsletter/Staff bulletin	32.2%
Daily "walk through" the establishment by senior management officials	20.7%
Quality circles/Productivity improvement group meetings	10.5%
Labor Management Cooperation/ Council meetings	6.0%

... as to frequency of management consultation

Effective implementation of safety and health practices is highly dependent on the support of management and its employees.

Less than half (47.0%) of the total establishments in private education services reported that management "always" consulted employee representatives or union officers on occupational health and safety matters. Two out of every 5 establishments claimed that consultations were conducted

"sometimes". Others believed that consultation is "not applicable" (12.7%), while the rest admitted that they "never" conducted any consultation at all.

... as to ISO certifications held

Only 1 out of every 10 establishments (11.3%) in the private education services had certifications from the International Organization for Standardization (ISO). About 5.9% of establishments were certified for their Quality Management System (ISO 9001:2000), while another 1.7% got certification on Environmental Management Standard (ISO 14001). Other

establishments were certified on OHSAS 18001- Occupational Health and Safety Management Standard, and Building Construction (1.0% each).

ISO 9001:2000 – Quality Management System	5.9%
ISO 14001 – Environmental Management Standard	1.7%
OHSAS 18001 – Occupational Health and Safety Management Standard	1.0%
ISO 12006 – Building Construction	1.0%
ISO 22000 – Food Safety Management System	0.8%
ISO 27001/27002 – Information Security Management	0.8%
SA 8000 – Social Accountability Standard	0.1%

FOR INQUIRIES:

Regarding this report contact **LABOR RELATIONS STATISTICS DIVISION at 527-3000 local 319**

Regarding other statistics and technical services contact **BLES DATABANK at 527-3000 local 317**

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TABLE 1 - Number and Percent Share of Establishments Employing 20 or More Workers in the Private Education Services by Type of Facilities Available/Provided, Philippines: June 2008

FACILITIES AVAILABLE/PROVIDED	Number	% Share
Total	2,624	100.0
Access to clean and hygienic comfort rooms	2,583	98.4
Separate toilets for men and women	2,582	98.4
Adequate aisles/passageways	2,545	97.0
Availability of water tank and functioning fire extinguishers within reach	2,532	96.5
Adequate supply of safe drinking water	2,525	96.2
Adequate lighting (in work areas, aisles, passageways) including emergency lights	2,512	95.7
Well-maintained office building	2,511	95.7
Proper ventilation in work areas	2,508	95.6
Clean canteen for employees	2,466	94.0
Adequate space that allow sufficient freedom of movement to perform duties	2,461	93.8
Medical/dental clinic or treatment room	2,381	90.7
Sports/recreational facilities	2,363	90.1
Unobstructed fire exits at the workplace	2,262	86.2
Proper waste (includes chemicals, pesticides and hazardous materials) disposal system	2,126	81.0
Parking space for employee's vehicle	2,094	79.8
Adequate exhaust system	2,072	79.0
Comfortable rest area for workers	1,979	75.4
Pantry (small room used as eating area of employees)	1,821	69.4
Washing facilities and facilities for changing/storing working clothes	1,583	60.3
Ergonomically designed seats/tools/machines (to prevent musculoskeletal disorders and related injuries)	1,580	60.2
Separate locker rooms for men and women	1,280	48.8
Designated smoking area/s	812	30.9
Facilities for persons with disabilities	715	27.2
Pipe-in music at the workplace	679	25.9
Elevator for buildings with at least four floors	319	12.2

Note: Details may not add to total due to multiple responses.

Source of data: Bureau of Labor and Employment Statistics, 2007/2008 BLES Integrated Survey.

TABLE 2 - Number and Percent Share of Establishments Employing 20 or More Workers in the Private Education Services by Type of Occupational Safety and Health Programs/Services Implemented, Philippines: June 2008

OCCUPATIONAL SAFETY AND HEALTH PROGRAMS/SERVICES IMPLEMENTED	Number	% Share
Total	2,624	100.0
Availability of first-aid kits	2,540	96.8
Regular conduct of inspection and maintenance of equipment	2,099	80.0
Emergency response preparedness program	1,959	74.7
Accident prevention program	1,925	73.4
Regular monitoring of hazards such as fumes, dust, noise level and heat in work areas	1,901	72.4
Free health and/or accident insurance by a private insurance company	1,855	70.7
Physical fitness program	1,783	67.9
Drug-Free workplace policy/program	1,658	63.2
Free health plan coverage by health maintenance organization (HMO)	1,318	50.2
Anti-sexual harassment program	1,307	49.8
Free/subsidized medical care other than those provided thru the HMO or private insurance (includes medicines, special laboratory exams for ancillary procedures on top of annual physical examination, hospitalization)	1,248	47.6
Substance abuse and employee assistance program	1,208	46.0
Tuberculosis prevention and control policy/program	998	38.0
Family planning program	766	29.2
Random drug testing	676	25.8
HIV/AIDS policy/program	591	22.5

Note: Details may not add to total due to multiple responses.

Source of data: Bureau of Labor and Employment Statistics, 2007/2008 BLES Integrated Survey.

TABLE 3 - Number and Percent Share of Establishments Employing 20 or More Workers in the Private Education Services by Type of Preventive and Control Measures on Safety and Health Implemented, Philippines: June 2008

PREVENTIVE AND CONTROL MEASURES ON SAFETY AND HEALTH IMPLEMENTED	Number	% Share
Total	2,624	100.0
Portable built-in fire extinguishers	2,407	91.7
Regular maintenance of mechanical and electrical facilities	2,318	88.3
Conduct of emergency drills (fire, earthquake, chemical spills, etc.)	2,216	84.5
Proper posting of safety signages	2,141	81.6
Emergency evacuation plan	2,097	79.9
Proper storage and labeling for chemicals, pesticides and hazardous materials	1,962	74.8
Appropriate number of trained health and safety officer	1,941	74.0
Instruction/training on health and safety	1,911	72.8
Security measures to reduce violence	1,900	72.4
Observance of proper operational procedures in doing the job	1,848	70.4
Information or advisory services on occupational safety and health	1,747	66.6
Regular pest control	1,615	61.5
Availability of safety manuals, labels or maintenance procedures	1,534	58.5
Institutionalization of health and safety committee	1,511	57.6
Correction action programs and performance audits	1,465	55.8
Use of video camera or alarm system	1,274	48.6
Sewage treatment plan	1,148	43.8
Provision of protection clothing/equipment to employees (e.g., gloves, head gear, footwear, etc.)	1,146	43.7
Conduct of process analysis for potential problems	1,030	39.3
Availability of safety measures to reduce exposures to radiation and airborne contaminants (e.g., solvent, heavy metals, mineral dust, virus, bacteria)	845	32.2
Provision of adequate machine/guarding/railing or casing on moving parts	746	28.4
Availability of Material Data Safety Sheets (MDSS) for chemicals	561	21.4

Note: Details may not add to total due to multiple responses.

Source of data: Bureau of Labor and Employment Statistics, 2007/2008 BLES Integrated Survey.

TABLE 4 - Number and Percent Share of Establishments Employing 20 or More Workers in the Private Education Services by Type of Occupational Safety and Health Trainings/Seminars Provided to Employees, Philippines: June 2008

OCCUPATIONAL SAFETY AND HEALTH TRAININGS/SEMINARS PROVIDED	Number	% Share
Total	2,624	100.0
Safety Drills (e.g., fire, earthquake, etc.)	2,185	83.3
First Aid	2,162	82.4
Safeguarding the environment	1,866	71.1
Prohibited Drugs	1,751	66.7
General Safety and Health Provisions	1,633	62.2
Good Housekeeping (e.g., 5S + 1)	1,628	62.0
Safety Management	1,604	61.1
Stress Management	1,303	49.7
Total Quality Management	1,263	48.1
Accident Investigation	1,179	44.9
Safety Audit	1,126	42.9
Conflict Management	1,102	42.0
Emergency Preparation to Work Hazards	998	38.0
Health Hazard Evaluation	938	35.7
Handling of Hazardous Materials	905	34.5
Family Planning and Reproductive Health	797	30.4
Principles of Ergonomics	728	27.7
Prescribed Basic Occupational Safety and Health (BOSH) Training	722	27.5

Note: Details may not add to total due to multiple responses.

Source of data: Bureau of Labor and Employment Statistics, 2007/2008 BLES Integrated Survey.